
EXECUTIVE OFFICE

Management Board
20 October 2011
Parma

Subject :		Renewal of the stakeholder consultative platform	
Document number:		mb 20 10 11 item 9 doc 7	
Submitted by		Resources and Support – LRA	
Document for :		Information	
		Discussion	
		X	Possible adoption



RESOURCES AND SUPPORT

The Renewal of the EFSA Stakeholders Consultative Platform membership

1. Executive Summary

This document aims to support the Board's reflections regarding the process for the renewal of the EFSA Stakeholders Consultative Platform (Platform), in view of the expiry of its mandate on the 31st December 2011.

The below description comprises a brief overview of the composition of the Platform, of its role and evolving perspectives, as fundamental elements to be considered when processing the upcoming renewal.

In view of the above, the Management Board is requested to consider the endorsement of a renewal process that will be carried out through the launching of a call for expressions of interest based on the current Terms of References and to extend the existing term until the end of June 2012 in order to allow the process for the renewal to be launched and finalized.

2. The current composition of the Stakeholders Consultative Platform

EFSA's Management Board agreed in June 2005 to set up a Stakeholder Consultative Platform¹ (hereafter referred to as the Platform) in order to create a permanent forum of discussion with the most representative stakeholders of the food chain bearing an interest in EFSA's work, with the goal to advise EFSA on general issues related to its work and in particular the impact of its activities on stakeholders.

Since then the current Platform counts 24 members' organizations (Annex I "List of Members of the existing Platform") which include key organizations representing relevant sectors of the food chain, ensuring a fair balance of the interests.

The current composition of the Platform was endorsed by the Board following the open call for expressions of interest in June 2009. The Platform was appointed for a period of one year, until December 2010. In 2010 the Management Board changed the Terms of References of the Platform (Annex II: Terms of Reference 2010) in order to modify some aspects related to the refinement of the criteria for the appointment of members, the setting up of a maximum number of members (maximum 24), the refinement of the criteria for the invitation of observers.. The Board also took the decision to extend the mandate of the existing Platform of another year (i.e. until 31st December 2011).

3. The role of the Platform and the evolving perspectives

The role and the added value brought by the Platform has gradually evolved throughout the years as EFSA activities progressively changed in scope and nature and as the modalities to interface and engage with stakeholders multiply. Many activities of EFSA have been reinforced offering opportunities for the concerned stakeholders to be further engaged. For examples:

- i) Technical meetings on scientific issues whereby EFSA discusses, exchange views, collect specific data with stakeholders, have multiplied;
- ii) Open consultations for the gathering of data, views, information have been better processed with the adoption of a document (Annex I: *EFSA's approach on public consultation on scientific outputs*) written in close cooperation with the Platform members;
- iii) Additional communication channels have been created to reinforce the information flow (periodic submission to the Platform of the Rolling Work Plan where all public consultation, hearings and meetings are regularly updated);

The various tools in place, primarily the Stakeholder Platform, aim to respond to this exigency, to promote a closer dialogue with both the 24 members of the Platform and the larger group of non Platform members, a higher participation of most relevant stakeholders in the different EFSA's events and a reinforced exchange of information and data.

¹ Article 42 of EFSA's Founding Regulation, foresees that "the Authority shall develop effective contacts with consumers' representatives, producers' representatives, processors and any other interested parties.

The article implements recital 56, stating that the Authority should be an "organisation open to contacts with consumers and other interested groups".

In addition recital 9 foresees that "it is necessary to ensure that consumers, other stakeholders and trading partners have confidence in the decision-making processes underpinning food law, its scientific basis and the structures and independence of the institutions protecting health and other interests".

Recital 40 foresees that "the confidence of the Community institutions, the general public and interested parties in the Authority is essential. For this reason, it is vital to ensure its independence, high scientific quality, transparency and efficiency. Cooperation with Member States is also indispensable".

The feedback provided by the members of the SHP on the reinforced activities in place and on the role of the Platform, is positive.

However, despite these positive considerations, a margin for a further improvement in the relationship with the stakeholders is still achievable, in particular in response to EFSA growth and evolving areas of activities. In particular areas such nutrition, claims, intelligent packaging, food additives and enzymes, oil and proteinmeal products, animal health and Self-medication products are increasingly sensitive for EFSA's work. In the last renewal of the Platform membership candidatures of organizations representing these sectors were put to the consideration of the Board that, at that time, decided not to enlarge the membership to organizations representing these areas.

This aspect needs to be considered when processing the renewal of the membership of the Platform. The Platform members need to be representative of interests embracing all main areas of the actual work of EFSA. The existing composition of the Platform is the same since 2005. In view of the fact that EFSA increasingly broadened its competences over the years, when considering the renewal of the Platform composition, reflections are to be focused on the fact that, although preserving the balance of the interests represented, the Platform shall also respond to the evolving needs and the new sectors of work. The incoming renewal, to be made under the provisions of the 2010 Terms of Reference by means of a call for expressions of interest, needs to address the above objective.

4. Conclusions and decision on the renewal

In view of the above, the Management Board is requested to:

- A) Endorse the process of the renewal of the Platform membership that will be carried out by launching a call for expression of interest according to the Terms of Reference approved in 2010.
- B) Extend the current mandate of the Platform until June 2012 in order to allow the process for the renewal to be duly finalized.

ANNEX I - LIST OF MEMBERS

LIST OF MEMBERS	
1.	BEUC-European Consumers' Organisation
2.	CEFIC - The European Chemical Industry Council)
3.	CELCAA - European Liaison Committee for the Agri-food Trade
4.	CIAA -Confederation of the Food and Drink Industries in the EU
5.	Copa-Cogeca - European Farmers - European Agri-Cooperatives
6.	ECPA - European Crop Protection Association
7.	EEB - European Environmental Bureau
8.	EFFA - European Flavour & Fragrance Association
9.	EFFAT - European Federation of the Food, Agriculture and Tourism Trade Unions
10.	EMRA - European Modern Restaurant Association
11.	EPHA - European Public Health Alliance
12.	ESA - European Seed Association
13.	EUFIC - European Food Information Council
14.	EuroCommerce
15.	EuroCoop - European Community of Consumer Co-operatives
16.	Eurogroup for animals
17.	EuropaBio
18.	FEFAC - European Feed Manufacturers Federation
19.	FEFANA asbl
20.	Freshfel Europe
21.	Friends of the Earth Europe
22.	GREENPEACE
23.	ILSI Europe
24.	UEAPME – European Association of Craft, Small and Medium-sized Enterprises

ADMINISTRATION DIRECTORATE

**STAKEHOLDER CONSULTATIVE PLATFORM:
TERMS OF REFERENCE**

1. Mandate and tasks

- 1.1. The Stakeholder Consultative Platform (hereinafter referred to as the Platform) is composed of EU-wide stakeholder organisations operating in the food chain and active within the mandate of EFSA covering in particular food and feed safety, nutrition, animal health and welfare, plant health. The Platform will assist EFSA with the development of its overall relations and policy with regard to stakeholder involvement with tasks and mission by providing a forum for regular dialogue and exchanges.
- 1.2. The Platform will offer advice to the EFSA's Executive Director with regard to general issues regarding the work of EFSA and, in particular, the impact of its work on stakeholders. Operating in relation to the competences of EFSA, the Platform will:
- a) Comment on EFSA's work program and annual management plan;
 - b) Comment on the EFSA's stakeholders annual work plan;
 - c) Provide EFSA with feedback on the effectiveness of its policies in responding to stakeholders' concerns;
 - d) Alert EFSA to key issues of current or emerging stakeholders' concern, as well as concerns on possible emerging and existing risks;
 - e) Advise on risk assessment methodologies, including the topics for consultation and the best way to organize such consultations;
 - f) Provide information and cooperation at the technical level;
 - g) Set up objectives to be achieved by the Platform during its mandate;
 - h) Advise on communication to different target groups.

2. Composition of the Platform

- 2.1. The members of the Platform shall be organizations being significantly represented at European level, fulfilling the following criteria:
- a) Representing stakeholders' interests in the following categories:
 - i. Consumer associations and NGOs representing consumer interests;
 - ii. Farmers and primary processors including feed processors;
 - iii. Food industry including raw material processors;
 - iv. Trade and Catering (wholesale, retail, hotel, restaurants, etc);
 - v. NGOs involved in health protection, animal welfare, environment.
 - b) To be an EU wide organization with members distributed in the majority of the EU Member States; representing at least 60 % of the EU population;
 - c) To be an organization that has been established since at least 5 years;

- d) To be an organization having legitimate and general interests covered and represented by the EFSA's remit;
 - e) To be a major organization in its field of competence, representing relevant areas within EFSA's remit; playing a crucial role for the area represented, and securing significant expertise in the fields covered by the EFSA's remit.
- 2.2. The Platform shall be composed of a balanced representation of the categories above, avoiding participation of organizations covering the same areas or overlapping areas.
 - 2.3. In order to facilitate active participation and effective discussions, the total number of organizations should be no more than 24.
 - 2.4. Representatives of members' organizations attending the Platform meetings represent their organizations and are not attending the Platform in their individual capacity. Should some categories foreseen in the criterion 2.1, be under represented in the Platform, EFSA may grant to the organization/s belonging to that category to be represented by more than one delegate. Members of EFSA's Management Board, Advisory Forum, Scientific Committee and Panels as well as staff cannot be appointed as members of the Platform. EFSA's staff will participate in meetings of the Platform as necessary to ensure a proper exchange of information and dialogue, as well giving support to the Platform by providing the Secretariat.
 - 2.5. The Terms of reference and membership of the Platform will be reviewed on a regular basis by EFSA's Management Board according to the principles of transparency, openness and equal treatment. In order to guarantee a maximum level of transparency, the renewal of the Platform membership will be organized through a public call for interests.

3. Chairperson

- 3.1. The Chair will be designated by the members of the Platform from among its members. The Chair will be elected by a vote by simple majority of members and appointed for a period of 3 years. The Chair can be re-elected following the same procedure. Two Vice-chairs will be appointed following the same procedure and for the same period of time with also the possibility to be re-elected following the same procedure. The holding of the office of Vice-chair does not preclude member organizations from subsequently holding the office of Chair. In performing their duties, the Chair and Vice-chairs should ensure integrity, impartiality and independence of any interest.
- 3.2. The functions of Chair and vice-Chairs are held by the elected delegates in their personal capacity. If an elected delegate holding such function is substituted by his/her organization, then the procedure for the election of Chair/vice Chair should be repeated.

4. Meetings

- 4.1. The Platform will meet on average three times per year. Additional meetings might be organized if required. The meetings will be normally held in Parma.
- 4.2. The outcome of the meetings will be made publicly available and reported to the Board.
- 4.3. Members of the Platform shall attend the Platform meetings with assiduity. In case of non compliance with the duty of the assiduous participation, the members of the Platform concerned may be dismissed by the EFSA Management Board.
- 4.4. Other organizations or individuals (including representatives of organizations of non-EU Member States) can attend the meeting upon registration on the EFSA website as observers. Observers that register to attend the meeting can be invited to participate to the discussion. The invitation of

the observers to participate to the discussion will be issued by the EFSA following consultation with the Chair in advance of the meeting.

- 4.5. Meetings of the Platform do not preclude other exercises with the Platform and/or with other stakeholder organizations, public consultations, technical meetings, scientific colloquia, ad hoc meetings on specific subjects and/or any other bilateral meetings. Members of the Platform should be invited to participate in such events.
- 4.6. EFSA may set up Platform working groups with Platform members on its own initiative or in response to a proposal of the members. The working groups will be set up on the basis of a specific remit of horizontal nature and will provide preparatory work to be reported back to the Platform.

5. Working methods

- 5.1. The Platform is an advisory group and its recommendations are not binding on EFSA or its Executive Director. The Platform will not take decisions on behalf of EFSA nor speak on behalf of EFSA or take views that could be construed or perceived as a reflection of the official position of the Authority.
- 5.2. The EFSA Secretariat of the Platform will draft agendas and the minutes in collaboration with the Chair and Vice Chairs. It will also distribute documents and liaise with the participants with regards to practical arrangements for the effective operation of the Platform.
- 5.3. Any papers tabled in the Platform, as well as the minutes of the meetings, will be circulated to members of EFSA's Management Board for their information.
- 5.4. Agendas, documents, minutes and any other relevant information about the Platform will be placed on EFSA's website. EFSA will be responsible for updating its website regularly.

6. Funding

- 6.1. The costs of participation in the meetings of the Platform will be borne by each individual organization.
- 6.2. Exceptionally, EFSA may contribute to financing the costs of those organizations that could not otherwise afford to participate in meetings of the Platform. Financial contributions may only be awarded to European organizations which are non-governmental, non-profit making, independent of industry, commercial and business. and have as their primary objectives and activities the promotion and protection of the health and safety of consumers.
- 6.3. Requests for financial support will be assessed on a case-by-case basis and will need to be properly documented by the requesting organization.